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ABSTRACT

Computer routines designed to produce various management and accounting reports required by the Southwest Regional Laboratory's (SWRL) Financial System are described. Input data requirements and output report formats are presented together with a discussion of the Financial Master File updating capabilities of the system. This document should be read concurrently with IR 002 133. (DGC)

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SOUTHWEST REGIONAL LABORATORY
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DATE: March 30, 1972

NO: TN 5-72-17

TITLE PROGRAM DESCRIPTION: FINANCIAL MASTER FILE PROCESSOR-SWRL FINANCIAL SYSTEM

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ABSTRACT

This program produces various Management and Accounting Reports required by the SWRL Financial System (TN 5-72-16) and updates the Financial Master File.

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PRELIMINARY SYSTEM DESIGN: FINANCIAL MASTER FILE PROCESSOR - SWRL FINANCIAL SYSTEM

This TN describes the general processing feature of the SWRL Financial Master File Processor program.

In this program the generated records from the Edit program are sorted in the following sequence in Phase I of the Sort:

a. Columns 131-132 = Report ID

b. Columns 133-135 = Additional sort control fields

In Phase 3 of the Sort, the generated records will be in the following sequence:

a. Report 01 = Transaction Input Records

b. Report 02 = General Ledger Records

c. Report 03 = General Ledger Transaction Records

d. Report 04 = Management Report Records

e. Report 05 = Payable Input Records

f. Report 06 = Payable Cost Distribution Records

g. Report 07 = Payable Account Distribution Records

h. Report 08 = Payable Register Records

i. Report 09 = Y-T-D Open Commitment Records

The following is required while processing each group of report records:

a. Report 01 = When processing these records a listing is provided for all special input records, followed by the transaction records. The transaction records are sub-totaled for each category of input in the following data fields: Cost Center, Account Number, and Amount. A grand total of these fields is required at the end of the report.

b. Report 02 = When these records are being processed, the General Ledger portion of the Master File is updated as well as generating the General Ledger Report. Also, the account title of each General Ledger account must be stored in a table in core. When the General Ledger Transaction and the Management Reports (Reports 03 and 04) are processed, the account titles required for these reports are retrieved from this table.

c. Report 03 = When these records are being processed, a list of each record is required. As a change in an account number occurs, a sub-total is required.

d. Report 04 = When these records are being processed, the Management Report portion of the Financial Master File is updated as well as producing various management reports. In order to produce Division, Year-Contract, and Laboratory Reports it is necessary to maintain four summary tables in core. These tables will accumulate information at these levels of reporting. The format for these reports are the same as the Cost Center Reports.

e. Report 05 = When these records are processed, a list of each invoice payment issued to a vendor is provided. The report is in Vendor Number sequence and a sub-total after each vendor is required.

f. Report 06 = When these records are processed, a list showing the cost distribution of vendor payment is provided. The report is in Year, Contract, Cost Center, Account Number sequence and a control break is required at each change in Division, i.e., a

change in the high order portion of the cost center field - 1xx, 2xx, 3xx.

g. Report 07 = This report is in account number sequence. When a change in account number occurs, a sub-total is required.

h. Report 08 = This report is in check number sequence. Since some checks are issued to pay for more than one invoice or to cover several cost centers and different account numbers, a list of each record created for that check is required. If more than one record is produced for a check, a total for that check is required. If a check payment involves one record, a total is not required.

i. Report 09 = In generating this report, the Y-T-D Open Commitment portion of the Financial Master File is also updated. All T09 records inputted during the period are added to the file. All T08 records containing payment against a Y-T-D Open Commitment record will delete or change its corresponding P.O. No./Encumb. No. in the file.

Development of the four summary tables are as follows (see Report 04):

TABLE 1

Division Table

Occurrence	Curr. Mo.	YTD	YTD Commit.	YTD Total	YTD Budget	Total Budget
1	9(09)V99	9(09)V99	9(09)V99	9(09)V99	9(09)V99	9(09)V99
2						
3						
4						
.						
.						
.						
99	9(09)V99	9(09)V99	9(09)V99	9(09)V99	9(09)V99	9(09)V99

TABLE 2

Year-Contract Table

Same as above

TABLE 3

Laboratory Table

Same as above

Table 4

Division Activity Table

Occurrence	Activity No.	Activity ID	Curr. Mo.	YTD	Commit.	YTD Total	YTD Budget	Tota Budg
1	9(03)	X(30)	9(09)V99	9(09)V99	9(09)V99	9(09)V99	9(09)V99	9(09)
2								
3								
4								
.								
.								
.								
25	9(09)	X(30)	9(09)V99	9(09)V99	9(09)V99	9(09)V99	9(09)V99	9(09)

Development of the General Ledger Account Title Table is as follows (created during the General Ledger file update):

G/L Account Title Table

Occurrence	Account Title
1	X(26)
2	
3	
4	
.	
.	
.	
99	X(26)

NOTE: Each Account Title in this table corresponds with the locations in the Division Table, Year-Contract Table, and Laboratory Table.

When processing 04 Report Records, whenever a T08 (check input) record is encountered, the invoice number field (col. 43-52) must be checked for data. If data is supplied in this field, the Y-T-D Commitment amount field (on the Cost Center Report as well as the Master File) must be relieved by the amount specified for that Cost Center account record. The amount specified in the input record is added or included in the "Current Month" column of the Cost Center Report and also added to Y-T-D Total of the same report.

When processing T09 record during the 04 Report processing, the amount specified in that record for that Cost Center account number must be included in the Y-T-D Commitment column of the Cost Center Report as well as in the Master File for that Cost Center Account Record.